

SANITATION REGIONAL SUPERVISOR

DEFINITION:

Under general direction, to plan, assign, and supervise the work of crews involved in the operation, inspection, and maintenance of sewerage systems in various county sanitation districts, sewer districts and community services districts, and to perform related work as assigned.

DISTINGUISHING CHARACTERISTICS:

This class is found solely in the Liquid Waste Division of the Department of Public Works. The Sanitation Regional Supervisor differs from the next higher level, Chief, Liquid Waste section, in that the former has supervisory responsibility of working crews, whereas the latter is responsible for managing the construction, operation, and maintenance functions in the Liquid Waste Division.

EXAMPLES OF DUTIES:

Plans, schedules, assigns, and supervises the work of several crews involved in the operation, cleaning, and maintenance of sewerage systems and performance of televised inspection and repair work; coordinates crew activities with work requests from other divisions and public agencies; projects cost estimates and determines labor and materials requirements for sewerage system construction and repair projects; arranges for equipment maintenance and contract services; supervises necessary training for personnel to safely and appropriately perform work assignments; orders and maintains inventory of materials; maintains work activity records; responds to citizen inquiries and complaints; and prepares responses to inquiries from public officials and prepares related reports.

MINIMUM QUALIFICATIONS:

Thorough Knowledge of:

- Sewage system operation and maintenance.
- Supervisory and training principles and practices.
- Safety practices related to sewage system work activities.
- Materials, equipment, supplies and services necessary for construction of repair projects.

General Knowledge of:

- Regulations and ordinances applicable to district sewage systems use and maintenance.
- The General Management System in principle and in practice.

Skills and Abilities to:

- Deal effectively with staff, subordinates, public officials, the public and vendors.
- Communicate effectively, both orally and in writing.
- Read and understand complex technical documents applicable to sewage systems.

- Operate sewer repair and maintenance equipment which includes truck and trailer, dump trucks, backhoes, skip loaders, sewer rodding equipment, television and sealing equipment, and related equipment.
- Estimate costs associated with sewage construction and repair projects.

EDUCATION/EXPERIENCE:

Education, training, and/or experience which would likely demonstrate the knowledge, skills and abilities stated above. An example of qualifying experience is: four (4) years of progressively responsible experience in general sewerage system cleaning, construction, maintenance and/or television inspection/internal joint sealing work, which has included the operation of dump truck, truck and trailer, backhoes, skiploaders, sewer rodding equipment, and television and sealing equipment. Two years of community college education in administration and supervision is desirable.

SPECIAL NOTES, LICENSES, OR REQUIREMENTS:

License:

A valid California Class C driver's license is required at time of appointment or the ability to arrange transportation for field travel. Employees in this class may be required to use their own personal vehicle.

Certificate:

A grade II or higher Grade Maintenance Certificate issued by the California Water Pollution Control Association is desirable.

Working Conditions:

Incumbents may work in confined spaces and are exposed to chemicals/wastes. Incumbents may be subject to callback.